



Washington University in St. Louis

OFFICE OF THE VICE CHANCELLOR AND GENERAL COUNSEL

August 30, 2019

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U.S. EPA Region 7
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VIA E-MAIL

Re: Washington University Danforth Campus PCB matters

Dear Ray,

Thank you again for our July 29, 2019, conference call regarding three buildings on Washington University's Danforth Campus: Bryan Hall, Urbauer Hall, and Compton Hall. Enclosed please find information the University agreed during our call to provide to the EPA. The attachments are provided as two PDF documents. The first PDF contains all attachments except the new Urbauer Hall Work Plan, which is provided as a separate PDF due to its large size.

Bryan Hall

- The University did not have any action items regarding Bryan Hall. We believe the only outstanding issue is to finalize the proper legal description of the location of Bryan Hall, for purposes of the deed restriction. You offered to provide a legal description for the University's review.

Urbauer Hall

- **Historical documentation.** Washington University agreed to provide information supporting that EPA approved the 2003 Burns & McDonnell Report and Work Plan, as well as information about the source of the contamination. As we discussed, the University no longer has its primary files on this matter, due to the files being part of a larger group of files lost during an office relocation several years ago. However, the University has located the following documents:
 - January 2003 e-mail from Burns & McDonnell to Washington University, concluding that source of contamination was from many years prior (copy attached)
 - July 2003 Work Plan (unsigned) as was submitted to EPA (copy attached)
 - October 20, 2003, internal University communication documenting contemporaneously that David Phillippe of EPA, Region 7 (as well as Missouri Department of Natural Resources) approved the University to begin sealing the elevator pit, per the Work Plan. This communication is consistent with University personnel's recollection of the approval. This communication was part of attorney-client privileged correspondence. If EPA desires a copy of it, the University would be willing to discuss the possibility of providing it under a selective waiver agreement.

- November 2003 Work Scope for the sealant of the elevator pit of the elevator (copy attached)
- 2003 PCB Disposal Annual Report, which includes a line item for 2,655kg of materials from the “Urbauer elevator remediation” (copy attached)
- **New Work Plan.** Washington University agreed to provide a new Work Plan to remediate the PCBs we reported in our June 17, 2019 letter. Please see the attached Work Plan, prepared by Intertek/Professional Services Industries, Inc., in consideration of the EPA’s PCB FAST Tool.

Compton Hall

- As an augmentation of our July 3, 2019, letter, the University agreed to provide additional information about our PCB compliance training and information about additional responses we have made since detecting the PCB issue at Compton Hall.
 - **Policies & Documentation.** Washington University’s Department of Environmental Health & Safety manages several documents relevant to this matter, including: “WU Policy for Management of PCBs,” “WU Guidance for Management of Encapsulated PCBs,” and “WU SOP for Repair Activity PCB Encapsulated Areas.” (All three documents are attached.)
 - **PCB Training.** Washington University’s Department of Facilities Planning & Management, Maintenance Operation Division oversees renovation projects such as this Compton Hall renovation. Maintenance Operation division Project Managers receive training on PCBs, including as part of the Waste Management Module of mandatory Annual Online EHS training, and as part of an annual in-person Hot Topics Training provided by EHS staff. (See attached slides from Hot Topics Training and sign in sheet from March 2019 training.)
 - **Additional Response.** In addition to our specific actions to mitigate the Compton Hall matter and other actions described in our July 3 letter, the following are actions the university has taken to improve our program:
 - All Maintenance Project Managers have received refresher training on PCB requirements and new copies of the PCB policies, as well as reminders to convey these requirements to renovation contractors.
 - The University has activated a task force, including the University’s Chief Compliance Officer and representatives from Environmental Health & Safety, Facilities Planning & Maintenance, and Office of General Counsel, to review policies and identify best practices
 - The University is revising its form legal agreements to better highlight the University’s expectations for its contractors, regarding PCB compliance
 - The Facilities Planning & Management department has reorganized its resources, including:
 - Appointing an individual within the Maintenance Operations division to be specifically responsible for hazardous materials compliance for all renovation projects, including PCBs. Previously, this type of resource existed within the larger Facilities department, but now the department is dedicating a resource within the maintenance division; and

- Assigning project management responsibilities for renovation projects to a dedicated group of maintenance project managers who are trained to manage more complex and higher risk projects.
- Augment Maintenance Operations' annual EHS training with quarterly "round table" discussions with EHS staff

I believe this letter satisfies Washington University's commitments from our July 29 call. Please let us know if you have any questions about these materials or if we can provide additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris W. Goddard".

Christopher W. Goddard
Assistant Vice Chancellor and
Associate General Counsel

cc: Annah Murray, Physical Scientist, U.S. EPA
J.D. Long II, Assoc. Vice Chancellor for Facilities Planning & Management, Washington Univ.
Bruce Backus, Asst. Vice Chancellor for Environmental Health & Safety, Washington Univ.
Linda Vishino, Director, Office of Environmental Compliance, Washington Univ.